

# WEST BRETON PARISH COUNCIL

## Minutes of an Ordinary meeting of the Parish Council held on Monday 14 June 2021 commencing at 7.30pm

### Present:

Cllr D Spaul  
Cllr M Hofton  
Cllr J Wriglesworth (Chairman)  
Cllr C Smith  
Cllr T Hodgson

### In Attendance:

Clerk – Mrs S Earnshaw  
Members of the Public - 1

### **2106/01      Welcome and apologies**

Councillor L Watson submitted apologies and the reason was accepted. Councillor J Wriglesworth took the Chair for the meeting. Apologies were noted from D/Cllr Sanders, D/Cllr Harvey and Helen Featherstone YSP.

### **2106/02      Public Admissions to Meetings Act (1960).**

There were no items of a confidential nature which required the exclusion of members of the public and press from any item on the agenda which may be of a confidential nature of the business being transacted.

### **2106/03      Declarations of Interest**

There were no declarations of Pecuniary or Non-Pecuniary Interests from Members in respect to any items for discussion.

### **2106/04      Citizen's Advice Bureau**

Mr Simon Topham, Citizen's Advice Bureau (Wakefield District), was welcomed to the meeting and gave a very interesting and informative presentation on the work of the CAB.

There are many offices nationally, run by local Trustees, each Bureau working as a separate/independent charity paying membership fees to be part of the national organisation. CAB was founded 81 years ago (both nationally and in Wakefield) as a response to issues in 1939 when it was anticipated there would be homelessness, people in poverty, financial and economic issues as a result of WWII. One of its original remits was to "find" people. Since then, concentration has invariably been on finances with 40% of the work helping people in poverty, but also offering help with debt advice (having qualified debt advisors), benefits advice, advice around employment/housing/consumer and legal issues, although the latter provision is not currently offered in Wakefield. All advice is impartial and independent and strict confidentiality is maintained.

The Wakefield Recovery Board was set up when the Leader of the Council established a partnership board to work to alleviate the impact of the Covid pandemic. There are 2 parts: Economic and residents, offering a catch-all for the needs of local people. There are currently 19 outreach venues set up with an advisor offering morning "drop in" sessions and afternoon appointments with plans to expand the advice available to other areas through "pop up hubs", particularly in the Rural Ward.

Questions from councillors were invited and members agreed that the suggestion of a "pop up hub" in the West Bretton area should be investigated further by the CAB. Mr Topham confirmed that the provision of a fully qualified advisor for one day a week would be approximately £6,000 per year.

b) It was agreed that this would be a future agenda item for discussion but that it should be delayed to await feedback from Mr Topham once he has approached other local Parish/Town Councils with a view to creating a bespoke service.

## **2106/05 Question Time**

There were no questions.

## **2106/06 Police Matters**

### **POLICE CRIME FIGURES – April 2021**

Park Lane	Violence & Sexual offences:1;
On or near M1 Services (N)	Other theft:2;
On or near M1 Services (S)	Anti-social behaviour:1; Other theft:2; Drugs:1; Other crimes:1

## **2106/07 Yorkshire Sculpture Park**

Helen Featherstone submitted the following written report:

Although the Government Roadmap has been put on hold YSP still intend to open the Visitor Centre catering facilities on the 21 June. This will then make our indoor and outdoor catering facilities fully operational with the VC Coffee shop, VC Restaurant, Learning Centre café and Weston restaurant all up and running again.

There will be a small, intimate early evening celebration for the opening of *Silence* at the Weston on the 24 June, the event will host no more than 30 guests, starting at 4pm with a closing time of 7.30pm.

YSP will be hosting a Professional Practice Workshop with Artist Perminder Kaur on 23 June. This will be an exciting opportunity to gain professional practice insight from artist Perminder Kaur as she talks about her journey in the arts and a career that extends over 30-years.

Yorkshire Sculpture Park is delighted to present *399 Days* by Rachel Kneebone in the unique environment of the 18th-century Chapel. The artist's most ambitious sculpture to date, *399 Days* — named after the length of time it took to make — is over five-metres in height and comprises 63 exterior panels. Monumental in scale yet exquisite in detail, it echoes historic sculptures such as *Trajan's Column*. The exhibition will run from the 10<sup>th</sup> July to the 24<sup>th</sup> April 2022.

## **2106/08 Bretton Hall**

The Clerk reported the following updates:

Rushbond are on site with the restoration of the Camellia House and the Mansion's Lantern.

Artfarm have been progressing detailed thinking around the hotel at Bretton Hall, both in terms of the business model and the design intent, but the pandemic of the last year has created unique challenges. Members agreed that Artfarm's offer to attend a future meeting to present an update would be helpful.

## **2106/09 Highways**

a) to receive updates on previous concerns

Minute 2102/08: The charge for changes to the VMS would be £630 excluding VAT. The Clerk was asked to clarify why the Parish Council would be expected to finance any changes in timings as day-to-day maintenance should be the responsibility of Wakefield District Council as Principal Authority to fund this.

b It was proposed by Councillor Wriglesworth, seconded by Councillor Hodgson and **resolved** that Streetwise Services be appointed to site ATC's (Automatic Traffic Counters) at: Brick Row, Maltkiln Farm, Estate House and Huddersfield Road (area near to Sycamore Lane) – four sites at a total cost of £600 excluding VAT.

c) to raise any other issues for consideration - none

#### **2106/10 Minutes of the meeting held on 10 May 20**

It was proposed by Councillor Smith, seconded by Councillor Wriglesworth and **resolved** that the minutes of the meeting held on 10 May 2020 be approved as a correct record, subject to the following amendment:

2105/01 Election of Chairman ... "Councillor Spaul signed the Acceptance of Office ...", amend to read "Councillor Watson signed the Acceptance of Office ..."

#### **2106/11 Finance**

a) It was proposed by Councillor Hodgson, seconded by Councillor Smith and **resolved** to note the budget monitor for May 2021; the following payments to be approved and Cllr Spaul and Cllr Wriglesworth to authorise these via online banking:

Unity Trust			
Bank	DD	Quarterly service charge	£18.00
HMRC	BACS	HMRC tax period 2	£22.00
Mrs S Earnshaw	BACS	Clerk's Salary & in lieu of office (June)	£146.50
Cllr L Watson	BACS	Reimburse expenses for litterpicking event	£26.14
YIAS	BACS	Internal Audit fee	£200.00

b) The contents of the Internal Auditor's letter to Council was received and it was noted that the only future action required is to ensure all governance documents are reviewed to ensure they are up-to-date.

c) The Annual Internal Audit Report for 2020/21 was received and noted.

d) Section 1 - Annual Governance Statement 2020/21. The Clerk read out the governance statements and it was proposed by Councillor Spaul, seconded by Councillor Hodgson and **resolved** that these be approved. The Chairman and RFO signed the document.

e) Section 2 - Accounting Statement 2020/21. It was proposed by Councillor Smith, seconded by Councillor Hofton and **resolved** that the figures on the Annual Statement be approved. The Chairman and RFO signed the document.

f) It was proposed by Councillor Spaul, seconded by Councillor Hodgson and **resolved** to approve the Certificate of Exemption. The Chairman and RFO signed the document.

g) It was proposed by Councillor Spaul, seconded by Councillor Smith and **resolved** that all documents be published and agreed that the Notice of Public Rights and publication of the AGAR (Exempt Authority) will take place between 21 June 2021 to 30 July 2021.

h) To appoint the Internal Auditor for 2021/22

It was agreed that the Clerk should investigate costs of alternative Internal Auditors for 2021/22 and report the findings once collated.

- i) Members accepted the Joint Panel of Accountability and Governance (JPAG) The content of the Practitioners Guide issued in March 2021, which will be used to support the application of proper accounting and governance practices by the Parish Council from April 2021, was noted.

#### **2106/12      Government's Gigabit Broadband Voucher scheme**

Members agreed that Mr Martin Critchley be invited to a future meeting to present on the Scheme and rural engagement.

#### **2106/13      Litterpicking**

- a) It was proposed by Cllr Wriglesworth, seconded by Cllr Smith and **resolved** that there should be regular community litterpicking events in the village and that Cllr Watson arrange a suitable timetable.
- b) It was proposed by Councillor Hodgson, seconded by Councillor Wriglesworth and **resolved** that the Clerk should arrange the purchase of equipment (holdall for storage of Litterpickers held/disposable gloves/wipes) to be reimbursed and to investigate the cost of "hoops".

#### **2106/14      Clerk's Report**

Agenda item 14(a) - Updates arising from the minutes not included on the agenda:

Minute 2012/11.2 – the Clerk still making enquiries for the cost of a plaque for the new bench.

Agenda item 14(b) – Correspondence.

- b) To receive Correspondence and consider appropriate action and responses
  - Wakefield Council      Planning lists
  - Unity Bank                Monthly statements
  - NALC                     Chief Executive's Bulletins
  - YLCA                    Fortnightly training bulletins/White Rose updates/training opportunities
  - Wakefield Council      Co-opted member recruitment details
  - Wakefield Community Foundation – details of the Treasure Hunt at YSP (Thurs 8 July)

Members discussed attendance at the Treasure Hunt and suggested that the Chairman, Cllr Watson, be asked if she wished to utilise the two tickets available and attend on behalf of the Parish Council.

- c) To consider any grant applications received since the last meeting – none received.

#### **2106/15      Community Issues**

- a) Village Institute - report of Management Committee
  - Classes currently held are: Tai Chi (Tuesday evening), Art Class (Tuesday morning) in addition to the Dance classes. The Bar is open again Sunday, Tuesday and Friday evenings.
- b) West Bretton JI School - report of Governing Body
  - Nothing to report.
- c) WMDC Councillors' reports – no District Councillors in attendance to present a report.

#### **2106/16      Planning Applications received/approved for the period**

##### **PLANNING DECISIONS –**

21/01068/AGR: Field off Huddersfield Road, Haigh

Construction of agricultural storage building. Prior approval not required.

**VALIDATED PLANNING APPLICATIONS –**

21/01114/FUL: 3 Home Farm Court, Park Lane

Erection of single storey front extension, partial conversion of double garage, removal of arches at the rear to be replaced by French Doors, replacement of window with French Door to master bedroom, 2x solar thermal panels on garage roof, solar PV Panels to the house roof.

Validated: 18/5

No comments to submit on the validated application.

**2106/17      Matters of an urgent nature (for information only) or items for inclusion on the agenda of the next meeting**

None.

The meeting closed 9.20 pm

Signed: